



Base Bulletin

Vandenberg AFB, CA 93437-0759



26 February 2003

No. 9

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to publishing.management.dci@vandenberg.af.mil or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614 to arrive at 30SCS/SCSP-DCI by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961.

Safety Hazard: Dial 5-SAFE (If off base, dial 605-SAFE).

SECTION II — OFFICIAL

1. Team Vandenberg:

a. 30CPTS Office Closure: The 30CPTS will close on 7 Mar 03 at 1200 for an official function. If you have an emergency please contact Lt Swiderski at 588-0701. POC: MSgt Pfoer, 30CPTS/FMFC, 6-4630.

b. Monte Carlo Night at the PCC: 8 Mar 03, casino opens at 1830. Enjoy a night of fun and camaraderie with your unit as we participate in unit games and take a chance at Black Jack, Craps, Roulette and Bingo for this membership night/theme night. Tickets are \$5 for E-4 and below and \$7 for all other ranks. We are still soliciting volunteers to be dealers/games people for the evening. POC: 30SW/PA, Major Bako, 6-3595.

c. Women's History Month: "Women Pioneering the Future": Women's History Month Committee weekly meetings are held in the PCC quiet room on the enlisted side, from 1200-1300 every Wednesday. Join us to remind our community of the history of Women's struggle for advancement and explore our female leaders of the future. POC: 2Lt Korinne Houston, 30 SFS/SFS, 6-3284.

- ★ **Essay and Coloring Contest for Women's History Month.** Enter by 11 Mar 03. Elementary through High School students may enter. The three winners will receive a savings bond! Express yourself and show pride in your roots! For more information and contest rules, call 6-3284.
- ★ **Treasure Hunt and Cake Cutting Ceremony for Women's History Month.** 03 Mar 03. All ages' welcome. Fun prizes for winning teams. Free cake and refreshments. 1000: Treasure Hunt; starting line is the east end of the PCC parking lot, finish line is in the Services Center. 1200-1300: Cake Cutting Ceremony at the Services Center. (Pending approval).
- ★ **Self Defense for Dummies!** 12 Mar 03. Come learn three easy and useful self-defense techniques in the Services Center at 1830-1930. FREE. RSVP 6-3284. Sponsored by Women's History Month Committee. (Pending approval)
- ★ **Women's Film Festival!** 20 Mar 03. Come have a relaxing evening with the Women's History Month Committee and watch the Divine Secrets of the Ya-Ya Sisterhood. Eat, Drink, and be Merry! Free refreshments and movie style popcorn. Seating starts at 1700 in Chapel 1. Free! All genders are welcome. For more information call 6-3284. (Pending approval).
- ★ **WHM are looking for Female DoD or Military members** to be shadow chaperons! 26 Mar 03. Please volunteer a day to introduce female high school seniors to the world of women in the military environment. March is Women's History Month; be a role model for your community! For more information call 6-3284. (Pending approval).
- ★ **Women's History Luncheon:** 26 Mar 03, 1130-1300 in the PCC Ballroom. Guest Speaker: Lt. Col Angela Thompson. Tickets are \$10 for members/\$12 for non-members. Luncheon includes

Women's History Month memorabilia, choice of Chicken Cordon Bleu or Beef Taco Salad and desserts. RSVP and order tickets now, call 6-3284. (Pending approval).

d. 30MDG Operation Baby Launch: 10 Mar 03, 1700, at the VAFB, Clinic Auditorium located at 338 South Dakota St. Pregnant??? Planning a family? A great opportunity to learn valuable information on resources available from civilian representatives from our two local hospitals, TRICARE financial concerns, Vandenberg AFB Family Practice Clinic and much more. Receive a free formula kit, gifts and a free raffle from representatives. Spouses and partners are welcome, no registration is necessary. POC: Captain Rosales, 5-8254 or Nancy Sias, 6-8217.

e. Special Olympics: 19 Apr 03: The VAFB Special Olympic Committee needs several hundred volunteers for athlete escorts (escorts must be at least 18 years old), event workers, and setup/teardown teams during the annual Santa Barbara County Area Special Olympics. This event will be held at the base track. Please help make a difference, volunteer. POC: Capt Schin, 576FLTS/TEOT, 5-6279 or email derek.schin@vandenberg.af.mil.

f. Career Day: 20 Mar 03, 0745-1140. Volunteers wanted for Career Day at Fesler Junior High in Santa Maria. To volunteer contact 2Lt. Ferguson by 6 Mar 03 at 6-3595.

g. Accountability of Record: (Base Records Management) strongly urge all Records Management personnel to get a little closer to their Records Management Information System (RIMS) program and review the "Office of Record Listing for all Offices" module. If necessary, start conducting hands-on inspections for all office file plans your agency maintain and if your unit underwent organizational restructuring ensure all records reflect that fact, can be located and are accounted for because that is one of the many things the IG want to see-Records Management accountability! RIMS will give you a complete unit file plans listing and if you are uncertain on what you have or do not have do not hesitate to contact 30 SCS/SCBR in Bldg 9340. Because what we have on file should match with your documentation. (30SCS/SCBR-DCI, 6-4212)

h. Kick it Up a Notch (Records Management): This is a mandatory function at all Air Force levels. Commanders and staff agency chiefs must implement records management programs in order to comply with AFI 33-322 and protect the rights of the Government and persons directly affected by Air Force actions. This provision also applies to commanders of those combatant commands supported by Air Force records management and it even applies to contractors performing records management support and to the records of any contractor operating under an Air Force contract. Performance work statements must include records keeping requirements. (30 SCS/SCBR-DCI, 6-4212)

2. 30th Space Communications Squadron:

Need EMSEC training? Look out for a global e-mail announcement called: "PC, Security & ADPE Classes" by Ms. Lexi Schwartz, from our MCA Contractor. In addition to EMSEC, you will find other security training opportunities for: Unit Computer Security Manager, Computer Certification and Accreditation, and IAAP (SATE) training courses. To register, or for additional information, contact Ms. Lexi Schwartz (Lexi.Schwartz@vandenberg.af.mil). For questions only, not reservations, call MCA at extension 6-3771.

3. Traffic Management Office:

a. Separating, Retiring or PCSing? PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: SSgt Papa, ext 6-0904 (30LRS/LGRT)

b. It's Your Move: If you are scheduled to make a Government sponsored move this message is for you. The Traffic Management Office (TMO) would like to send you information to assist you with your move. Along with the briefings, an "E" package of tips and information on your upcoming move can be emailed to your computer. POC: Maureen Burt, 6-6932/33 (30LRS/LGRT)

4. Civilian Personnel: (30MSS/DPCE, 6-5847)

a. Voluntary Leave Transfer Program: Doris Vogel - Vandenberg AFB, Janet Brown and Ethel Carter - Scott AFB, Denise Christopher - Luke AFB, Kevin Hanson, Anthony Karas, and Gail Knitter - General Mitchell IAP WI, Lora Hudson - Kirtland AFB, Jane Kelsey - Eglin AFB, Jeff Moody - Patrick AFB, Jacquelyn Schmidt - AF Academy, Mary Shepherd - Robins AFB, and Michael Zarbo - Ramstein AB are all in need of leave donations. Civilian employees who would like to donate a portion of their annual leave must complete an Optional Form 630-A. You can go by Building 11777, Room B-105 to pick-up and/or turn in your form. You can access this form on the web at: http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf

b. Weingarten Right: Federal civilian employees who are members of a bargaining unit have the qualified right to union representation during investigatory interviews/meetings. This Weingarten right is mandatory when the following four (4) conditions are met:

1. The meeting between the employee and management official(s) must be an examination;
2. The examination must be in connection with an investigation;
3. The employee must reasonably believe that disciplinary action may result from the meeting; and
4. The employee must request representation.

5. Security Forces Squadron: (30SFS/SFTC, 5-5025)

Combat Arms Range Off Limits: IAW AFI 36-2226, the 30th Security Forces Squadron Combat Arms Range Complex located off San Antonio Road West, is OFF LIMITS to all unauthorized personnel. Danger Signs are posted around the hazardous area of the Range Complex. For entry, contact the Combat Arms Section at 5-5025. POC: SSgt Barry, Combat Range Instructor, 5-5025.

OFFICIAL

Robert M. Worley II
Colonel, USAF
Commander

Mary E. Meyer
Chief, Publishing Management

SECTION III — UNOFFICIAL

General Information:

a. Free Money Workshop: 27 Feb 03, 1100-1200 at the Catholic Charities Office, 118 North G St, Suite B, Lompoc. Behind Toyota Car Dealership. Every day millions of Americans struggle, bicker and battle over money. Money can be a relationship killer. How do you know if money is hurting your relationship? Here are a few red flags: One of you is a saver and the other is a spender. One of you pays cash and the other wants to use other people's money. We can assist you. If interested please call 736-6226.

b. Movie Schedule: 28 Feb 03: A Guy Thing, Rated PG13, Showtime at 1930, with doors opening at 1910. 1 Mar 03: Kangaroo Jack, Rated PG, Showtime at 1500 with doors opening at 1430. 2 Mar 03: No Showing. Please note, 15-person minimum person requirement has been waived. POC: Vanessa Probert.

c. Commissary Warehouse Sale: 28 Feb 03, 0930-1800 and bring home the savings. POC: Paige Zuniga, DECA, 734-3354, ext. 225.

d. Aqualliers Dive Club Meeting: 5 Mar 03, 1800 at our Club House which is located at Bldg. 6436, 13th & Nevada, VAFB. Mr. Mercer (Vandenberg AFB Game Warden) will be the Guest Speaker and will cover topics such as ocean fishing regulations and will provide a question and answer session. POC: Roy Wurzbach, 733-5026. Our Club website: <http://members.tripod.com/aqualliers/aqualliers.html>.

e. Base Motorcycle Club Meeting: 7 Mar 03, 1500 in the Services Center (Across from the Base Fitness Center). Spring is in the Air and it's time for a good Motorcycle ride on the Central Coast! Have you heard about the "On Base Motorcycle Club"? Membership is FREE and ALL style bikes are welcome! Come join the club! If you have questions please contact SSgt Sherri Jones at 5-0751 or sherri.jones@vandenberg.af.mil. Keep The Shiny Side Up!

f. 30th Medical Group Deployment: Has been given the honor of participating in a Humanitarian Mission to Guatemala from 15 through 29 Mar 03. The 13-member team will consist of 5 physicians, 1 physician assistant, 1 dentist, 1 optometrist, 1 pharmacist, 1 nurse, and 3 additional medical personnel. During the deployment, the Family Practice Clinic's staff will consist of 1 physician reservist and 3 staff physicians. Clinic hours and medical services will not change significantly during this deployment. We will primarily offer ACUTE care and ask patients with anticipated needs (refills, check-ups, etc.) to make arrangements for care either before or after the deployment period. This will enable access to appointments for those patients with more urgent needs. Thank you very much for your cooperation. POC: Capt Swinton at 6-9076

g. Air Force Enlisted Foundation Charity Golf Tournament: 28 Mar 03 at Marshallia Ranch Golf Course, VAFB. 4-person team scramble (best ball). Registration is 1030-1145, Shotgun start at 1200. Cost is \$10

Per Person Entry Fee plus Green Fees. Green fees will be based on rank and carts are not included. Prizes will be awarded for 1st, 2nd, 3rd place and closest to the pin. POC: 381st TRNG, MSgt Blevins, 5-4893 or email at bradley.blevins@vandenberg.af.mil.

h. DITY Move for 2002: If you did a DITY move in 02 please check your W-2 for verification and state of residence. If the information is incorrect please stop by the Finance Customer Service to request a corrected W-2. POC: 30CPTS/FMC TSgt Lyzenga, 6-1993.

i. Vandenberg Officer Christian Fellowship (OCF): Is a non-denominational bible study meeting Thursday nights, 1900, at the home of Capt Keith and Christy Keana, 612 Cherry St, VAFB. Come join us for a time of study, fellowship and prayer. Please contact Capt Keana or Christy at 734-0696 (home) or 6-6461 for more information. Keith.keana@vandenberg.af.mil <<mailto:Keith.keana@vandenberg.af.mil>>.

Health and Wellness Center: (To Pre-Register for classes call 6-2221)

a. Tobacco Cessation Classes: 6-week program that includes medication.

b. Sensible Weigh: 4-week weight/fitness class. Call for schedule and to sign up.

c. Risk Reduction Classes: Weekly classes meeting at the MDG, which address Cholesterol, Diabetes, Hypertension and Weight. Topic varies call for schedule and to sign up.

d. Prenatal Exercise Class: Quarterly class. Next class 21 Feb 03, 1200-1300.

e. Breastfeeding and Infant Care Education Class: Quarterly class. Next class 28 Feb 03, 1400-1600

Chapel: (30SW/HC, 6-5773)

a. Worship Schedule: **Catholic** Mass, Sat, 1700 Chapel II; Sun 1000, Chapel I, Daily Mass 1130 M-F, Chapel II. **Protestant** Praise & Worship 0830 Sun, Chapel II; Gospel 1130 Sun, Chapel II; Traditional 1130 Sun, Chapel I.

b. G.I Java: All dorm residents are invited to come and enjoy FREE lattes, frappuccinos, sodas, chips, and fellowship at a world-class CYBERNET CAFÉ!! Open 7 days a week, 1700-2100. Located in the Delta Dayroom across the street from Breakers Dining Facility. For further information, contact SSgt Jennifer Wilkins or Chaplain Mike Martin at 6-5773.

c. Married and Engaged Couples: Come and take a day off together and enhance your relationship! You are all invited to attend "Real love in the real world" Couples Conference. This event will be held at the Chapel 1 Annex on the 15 March 2003 from 0800-1600. The cost is \$25.00 per couple. Scholarships are available, call for details. There is a discounted rate of \$10.00 for spouses of deployed members. There will be a Continental Breakfast and Lunch included. For more information or to sign up please contact Tamra Collins at 6-5773 or Sharon Egan at 6-2523.

Family Support Center: To Pre-Register for all Classes, Workshops & Seminars, call the designated point of contact. (30 MSS/DPF, 6-0039)

a. Office Closure: The Family Support Center will be closed for staff training every Monday from 0730-0930. Personnel requiring emergency Air Force Aid will be assisted. POC: Sally Galligan, 30 MSS/DPF, 6-0801.

b. The Mechanics of Resume Writing: 26 Feb 03, 0900-1200 at the Family Support Center. Many people launch into resume writing without preparation. In this workshop, participants will learn about the different types of resumes, hear about resume "do's and don'ts," learn resources, and get tips on building a powerful resume that will get you an interview. Hear from a guest speaker who will give tips on what employers are looking for on a resume. Participants are asked to bring pertinent information needed for building a resume. Registration is necessary. Call Teresa Orozco at 5-8557 for more information.

c. Women, Infants, & Children (WIC): Thurs, 27 Feb 03. A satellite office is at the Family Support Center from 0800-1630 for Vandenberg personnel who meet program requirements. Contact Teresa Orozco at 5-8557 or the Lompoc WIC office at 737-6470 for an appointment.

d. Global Hearts Group Event: 1 Mar 03, "Crafts & Activities Lunch" from 1130-1500 at the Chapel Annex. Come join us! Call TSgt Todd LeFebvre at 6-1607 for more information.

e. 3-Day TAP Seminar: 4-6 Mar 03, 0800-1600 at the Family Support Center. This is a *highly recommended* seminar for those who are scheduled to be separated or retired from the military service within the one-year window. Speakers brief you on job search, networking, resume writing, interview technique, federal employment opportunity, relocation, education and vocational opportunities, and other topics. Sign up early! Contact Bob Brown at 6-0801.

f. Henry H. Arnold Educational Grant: AFAS provides \$1,500 grants for undergraduate studies to dependent sons and daughters of active duty, retired, deceased, and Title 10 AGR/Reserve, or spouses of active duty members and Title 10 AGR/Reservists, and surviving spouses of deceased Air Force members.

Applications are available at the Family Support Center. The applications can also be reached at www.afas.org. Contact Lyn Smith at 5-8551.

30th Services Squadron: (30SVS/SVK, 6-0276)

a. Pacific Coast Club: (For information on any Club functions, please call 734-4375 or 734-4376).

\$ Club Card Drawing: The drawing is every Friday between 1700 and 2000. \$50 giveaway in each lounge each week. Must be present to win.

Entertainment/Events:

♫ **Music from 'ISM':** 28 Feb 03, 2100-0100 in the Enlisted Lounge.

♫ **Music from 'DZIRE':** 28 Feb 03, 1800-2200 in the Officers' Lounge.

♫ **MUG Night:** 1 Mar 03, 2100-0200 in the Enlisted Lounge.

♫ **Monte Carlo Night:** 8 Mar 03, doors open at 1830 in the ballroom. \$5 for E4 and below, \$7 for E5 and above. (\$3 cover for non-members.) Includes all games, \$100 is funny money, snacks, DJ and door prizes.

Menu:

🍷 **Sunday Brunch:** 2 Mar 03, 1000-1400.

🍷 **March Pizza Special:** Large Garlic Chicken Pizza - \$9.95.

🍷 **Pasta Mania Buffet:** Thursday Nights, 1700-2000. Cost is \$8.95 (MFP - \$6.95). Children under 10yrs - free. Children age 11-12 - half price.

🍷 **Weekly Lunch Schedule:** Tuesdays-Mexican, Italian, or Oriental Buffet (on a rotating schedule), Wednesdays-Santa Maria BBQ Buffet, Thursdays-Chicken and Ribs Buffet, and Fridays-Seafood Buffet.

b. Fitness Center: (30SVS/SVMP, 6-3832)

🚴 **Duathlon:** 1 Mar 03, 0900. 2 Mile Run and a 5 mile bike and another 2 mile run. Bldg 9005. POC Brian Owen, or Darren Savella at 63832. Sign up at Customer Service Counter.

🚴 **Lunchtime 3-on-3 Basketball:** 4 Mar 03, 1200.

🚴 **Blind Man's Volleyball:** 6 Mar 03, 1200. 4 man teams.

🚴 **Slam Dunk Contest:** 12 Mar 03, 1200.

c. Bowling Center: (30SVS/SVRB, 6-3209/734-1310)

🎳 **Airmen's Night:** 27 Feb 03, 1700-2100. Every Thursday night at the Bowling Center, E-4's and under bowl for just \$1 per game.

🎳 **Name the Bowling Center Contest:** From now until 15 March 03, you can enter the 'Name the Bowling Center' contest. Get an entry form each time you bowl and suggest your new name.

d. Youth Center: (30SVS/SVYY, 6-2152)

⚾ **Youth Baseball & Softball:** Registrations will be held at the Youth Center Wednesday through Feb 21, Monday to Friday, 7 am to 5 pm. A baseball age is 5-13 years, and softball age is 8-14 years. Cost is \$50 for youth center members and \$55 for nonmembers.

e. Marshallia Ranch Golf Course: (30SVS/SVRG, 6-6262)

🏌 **2-Person Best Ball:** 22 Mar 03. Cost is \$10, sign up at the Pro Shop by 20 Mar 03.

f. Services Center: (30SVS/SVYR, 6-7976)

🔪 **Blood Drive:** 4 Mar 03, 0800-1500.

🔪 **Free Dance Lessons:** Wednesdays, 1830-2100. Free country-western line dancing lessons.

🔪 **Natural Knead Massage:** Gift baskets and gift certificates are available.

🔪 **Ski Lift Tickets:** Available at the Services Center.

g. Family Child Care: (30SVS/SVYD, 6-4639)

👶 **Child Care Providers:** The need for Child Care Providers has never been greater! Help make a difference and find out how you can become a licensed childcare provider. Contact Gwendolyn Jones at 6-4639 or 6-3255.

h. Outdoor Recreation/Equipment Checkout: (30SVS/SVRO, 6-5908)

🎣 **Bass Club:** 5 Mar 03, 1700. Next meeting of the Bass Club at the equipment checkout building. Next tournament date is 9 Mar 03 from 0630-1230.

🧗 **Rock Climbing Trip:** 22 Mar 03, 1000-1600. Indoor rock climbing at the Crux Climbing Gym in San Luis Obispo. Cost is \$25.

i. Family Aquatics Center: (30SVS/SVRO, 6-3581)

🏊 **Pool Closure:** Due to heater repairs, the pool will be closed until further notice.

j. Skills Development: (30SVS/SVRS, 6-6438)

🔪 **Classes & Workshops:** Woodworking, Ceramics, Stained Glass, Framing, and Auto Skills classes are available. Stop by for a complete schedule.

k. Information, Tickets & Travel: (30SVS/SVYR, 6-7976)

🦋 **Las Vegas:** 9-12 Mar 03. Three nights at the Gold Coast Hotel/Casino!

🦋 **Lake Tahoe Trip:** 23-26 Mar 03. Three nights at the Holiday Lodge.

🦋 **Las Vegas Turnaround:** 29-30 Mar 03. Cost is \$40 per person. Get \$25 back in cash, play and food coupons. Leave Vandenberg at 6am, return around noon.

🦋 **Glory Of Easter:** 5 April. Cost is \$80 per person. Catch this amazing performance at the Crystal Cathedral. \$25 deposit to hold a seat.

🦋 **Price Is Right:** 8 April. Cost is \$42 per person. Includes transportation and guaranteed seating.

🦋 **CATS:** 12 April. Catch this award-winning musical! Cost is \$95 with transportation and orchestra seating at the Pantages Theater.

1. Breakers Dining: (30SVS/SVMF, 6-7540)

🍷 **Menu Planning Meeting:** 12 Mar 03, 1000 at Breakers.

🍷 **Birthday Meal:** 19 Mar 03, 1700. For all enlisted personnel on BAS or SIK (meal card) and a guest. This meal covers Birthdays in Jan, Feb and Mar 03. Contact SSgt Lopez or SSgt Miller for more details at 6-3219.

Education Center: (30MSS/DPHE, 5-5904).

a. Embry Riddle Aeronautical University Offers Two Bachelor Degree Programs: Professional Aeronautics, and Management of Technical Operations. We also offer two Master Degree programs: Aeronautical Science, and Business Administration. The Master program classes are taught at our off-base location at 3875-F Constellation Road, Vandenberg Village. Registration for Spring B 03 will commence from 3 through 14 Mar 03. Embry-Riddle is located in the Education Complex, 144 Wyoming Ave. Bldg 14004 Room A-1. Our office hours are Monday through Thursday from 0900-1730 and Fridays 0900-1200. If you have any questions or are interested in our degree programs please call us at 6-6557, 734-4076 or email us at erau@sbceo.org.

b. Civilian Management Training Committee (MTC): The next Civilian Management Training Committee will meet on 28 Feb 03. If you wish to have a civilian training request considered for funding at the next meeting please have your packages submitted to 30 MSS/DPHE, Civilian Training, bldg 14002 (across from the Commissary), by COB Friday, 21 Feb 03. All packages must include an original DD Form 1556, course information, and a letter of justification and registration information. If you have any questions please contact Ms. Barbara LeFebvre, Civilian Training Office, at 5-5913.

Computer Training: (MCA, 6-3771)

a. Personal Computer Systems Training: Call for information and dates for our new classes, Adobe Acrobat Writer, Photoshop Elements, and Advanced Access. Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frame. Call 6-3771 for more information, or e-mail: lexi.schwartz@vandenberg.af.mil.

b. Computer Tip: Print an attachment with the Outlook message - In these days of email viruses, you can't be too careful about attachments. However, if you do have an Outlook message with a safe attachment enclosed, you can easily print both the message and the attachment all at the same time. To do this, either select the message in your Inbox or open the message. Then, choose "Print" from the File menu. In the Print Style list box, select "Memo Style" (if it's not already selected). Then in the Print Options panel, select the "Print Attached Files With Item(s)" check box. Now click **OK**. The message will print with the attachment icon followed by the attached document. POC Lexi Schwartz 6-3771

c. Available Classes: The following classes currently have room and are available on a "first come-first serve" basis. Email us to register for classes you would like to attend.

Course Name	Date(s)	Time
Outlook-Calendaring	2/26	11:30-12:30
EMSEC Training	2/26	08:00-11:30
Photo-Selecting What You Want	2/28	11:30-12:30
Word 2000	3/3-5	08:00-11:00
Office-Customizing Toolbars	3/3	11:30-12:30

Acrobat Writer Basics	3/3-4	13:00-16:00
Photo-Selecting What You Want	3/5	11:30-12:30
Palm PDA-Beginning	3/5	13:00-16:00
Pocket PC	3/6	13:00-16:00
Outlook Email Only	3/6	08:00-11:00
Word Advanced	3/7	13:00-16:00
Internet Explorer-Tips and Tricks	3/7	11:30-12:30
FormFlow	3/7	08:00-11:00

Note: Walk-ins are always welcomed!

American Red Cross

a. Spanish Bilingual Disaster Responder Courses. Santa Barbara County Chapter, Santa Maria Office American Red Cross, 222 West Carmen Lane, 928-0778. We are looking for bilingual volunteers to participate with the Red Cross in case of disaster to assist the affected community. Classes will be held in Spanish.

Course	Date	Time
Disaster Action Team Workshop DAT	28 Feb 03	1800-2130

Classes are held in the Santa Maria Office at 222 West Carmen Lane, Suite 102. All classes are free. The objective is to train individuals and/or groups as primary responders with the Red Cross in case of disaster in our community.

b. March is Red Cross Month: Be prepared through information gathering and sharing. The ARC is offering two classes, Emergency Operations Center and Serving the Diverse Community toward achieving this goal.

Course	Date	Time
Emergency Operations Center	1 Mar 03	0900-1700
Serving the Diverse Community	8 Mar 03	0900-1700

The only pre-requisite for either course is Intro to Disaster, which can be taken home if you haven't taken it yet - a workbook and video]. All classes are free. Both classes will be held at the Buellton Senior Center, 164 West Hwy 246 [behind the Post Office 2 blocks west of Avenue of the Flags] from 0900 till 1700. To register or for more information, call 928-0778, or 736-5110.

Items For Sale or Wanted

For Sale: 99 Chevy Tahoe, 2dr, 4x4, Power everything, deluxe sound system, front and rear hitches, roof rack, new tires, dealer maintained, 50k miles, extended warranty asking pay off (~\$18k and dropping), PCSing to Greenland must sell. Small (110volt) arc welder, welding rod and accessories \$50.00. Weld on regular house current. Small Oxy-acetylene welding outfit/cutting torch \$200.00. Includes gages, 2 tanks, striker and goggles. If interested please call Dominick for more details 734-2569 or to see.

For Sale: Electric Dryer, 220 volt, with power cord. Three cycle, white, like new condition. \$150 or best offer. Must sell. If interested please call 5-6420 or 734-7602.

For Sale: Xerox Work Centre XL2140df Copier. Used for home business, made approximately 1500 copies. Toner cartridges available at office Supply Stores. Comes with parallel cable and software for PC hookup, and a users guide. Paid \$850.00, will sell for \$450.00. For detailed information, pictures, and specifications, visit http://a1851.g.akamaitech.net/f/1851/2996/24h/cache.xerox.com/downloads/usa/en/f/file_prod_xl_spec_s.pdf. If interested call Gary or Debi Goodman at 734-4732 or e-mail goodmang@member.afa.org.

Wanted: Roommate by 1 Mar 03, 3 bedroom, 2 bath house in Santa Maria. Rent is \$625 plus utilities. If interested please call Karen Florio at 614-5122 (home), 6-1541, ext. 3708 or cell, 291-0797.